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HOME DEPARTMENT

NOTIFICATION

The 19th April, 2025

No.16614—HOME-DA1-RULE-0001/2018/D&A.— In exercise of the powers conferred by Section 2 of the Police Act, 1861 (Act - 5 of 1861) and Section 21 of the Odisha Industrial Security Force Act 2012 (Odisha Act 7 of 2012), and in supersession of the Odisha Industrial Security Force (Method of Recruitment and Conditions of Service of Constables) Rules, 2014, except in respect of things done or omitted to be done before such supersession, the State Government do hereby make the following order to regulate the method of recruitment and conditions of service for appointment to the post of Constable, Havildar and ASI (Armed) under Odisha Industrial Security Force, namely,-

1. Short title and commencement.— (1) These orders may be called the Odisha Industrial Security Force (Method of Recruitment and Conditions of Service of Constables, Havildars and ASI (Armed) Orders, 2025.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. Definitions. -(1) In these orders, unless the context otherwise requires :-

- (a) “Act” means the Odisha Industrial Security Force Act, 2012 or Police Act 1861, as the case may be;
- (b) “Appointing Authority” means the Commandant of respective Odisha Industrial Security Force Battalion;
- (c) “Battalions” unless the context otherwise provides, means Odisha Industrial Security Force Battalion;
- (d) “Board” means the State Selection Board and the Odisha Industrial Security Force Battalion Level Selection Board, as the case may be, constituted under order-7;
- (e) “Ex-servicemen” means the person as defined in clause (b) of rule-2 of the Orissa Ex-Servicemen (Recruitment to the State Civil Services and Posts) Rules, 1985;

- (f) "Force" means the Odisha Industrial Security Force;
- (g) "Government" means the Government of Odisha;
- (h) "Inspector General" means Inspector General of the Force appointed under section 4 of the Police Act, 1861;
- (i) "Scheduled Castes and Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribes) Order, 1950, as the case may be, made under articles 341 and 342 of the Constitution of India respectively;
- (j) "SEBC" means the Socially and Educationally Backward Classes defined as Backward Classes and referred to in clause (a) of Section 2 of the Odisha State Commission for Backward Classes Act, 1993 as issued from time to time;
- (k) "Select List" means the list of successful candidates, prepared by the Board arranged in order of merit, equal to the total number of vacancies notified for recruitment of Constables in Odisha Industrial Security Force;
- (l) "Sports person" means a person, who have been issued identity card as Sportsperson by the Director, Sports as per Resolution No.24808/Gen., dated the 18th November 1985 of General Administration Department, as amended from time to time; and
- (m) "Year" means the Calendar Year.

- (2) All other words and expressions used but not defined in these orders, unless the context otherwise requires, shall have the same meaning as respectively assigned to them in the Odisha Service Code.

3. Constitution of Service.-

- (1) The Service of Odisha Industrial Security Force shall consist of the following grades of posts, namely:-
 - (a) Constable;
 - (b) Havildar; and
 - (c) ASI(Armed).
- (2) The post of Constables, as the case may be, in each Battalion of Odisha Industrial Security Force shall constitute a separate cadre for the purpose of recruitment and seniority.

- (3) The Constables 'appointed' in one Odisha Industrial Security Force shall not be ordinarily shifted or deputed or transferred to any other Battalion or any Establishment on any ground or representation;

Provided that, Inspector General of the Force shall have the power in cases of misconduct to transfer or depute any Constable on administrative grounds without affecting his position in the Parent Cadre.

PART-A RECRUITMENT

- 4. Method of Recruitment.-** The posts of Constables in the Odisha Industrial Security Force Battalions shall be filled up by way of direct recruitment through the open competition examination.

- 5. Reservation.-** Notwithstanding anything contained in these rules, reservation of vacancies for,-

(a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the GAD-SC-RULES-0036-2024/01/2025 provisions of the Orissa Reservation of Vacancies in Posts and Services for Scheduled Castes and Scheduled Tribes) Act, 1975 and the Rules made there under, and

(b) SEBC, women, sportsmen, Ex-servicemen and Persons with Disabilities shall be made in accordance with the provisions made under such Act, rules, orders or instructions issued in this behalf by the Government from time to time.

- 6. Eligibility criteria for direct recruitment.-** (1) Subject to other provisions of this order, in order to be eligible a candidate must,-

- (a) be a Citizen of India;
- (b) have passed High School Certificate Examination (Matriculation or 10th Class pass) conducted by the Board of Secondary Education, Odisha or an equivalent examination conducted by any other recognized Board or Council;
- (c) be able to speak, read and write Odia and must have passed Odia as one of the subjects in the High School Certificate Examination or an examination in Odia language equivalent to M.E. standard recognized or conducted by the School and Mass Education Department of Government of Odisha ;

- (d) be not less than 18 (Eighteen) years of age and be not more than 23 (Twenty-Three) years of age on the 1st day of January of the year, in which the advertisement for recruitment is issued:

Provided that the upper age limit in respect of reserved categories of candidates, referred to in order 5, shall be relaxed in accordance with the provisions of the Acts or rules or orders or instructions in force, for the respective reserved categories;

- (e) not have more than one spouse living;

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this rule.

- (f) be of good character; and

- (g) be of sound health and free from organic defects and physical deformity.

- (2) The candidates must have the minimum physical standard of height, weight and chest as follows,-

CATEGORY	HEIGHT	WEIGHT	CHEST	
			UNEXPANDED	EXPANDED
(1)	(2)	(3)	(4)	(5)
Un-reserved or SEBC (Men)	168 Cm	55 Kg	79 Cm	84 Cm
Un-reserved or SEBC (Women)	158 Cm	47.5 Kg	-	-
Scheduled Caste or Scheduled Tribe (Men)	163 Cm	50 Kg	76 Cm	81 Cm
Scheduled Caste or Scheduled Tribe (Women)	153 Cm	45 Kg	-	-

NOTE.-There shall be minimum of 5 cm difference between un-expanded and expanded chest.

- (3) Persons with disability or deformity shall not be eligible for consideration into Odisha Industrial Security Force.
- (4) Transgender may apply for the post of Constable in Odisha Industrial Security Force if they fulfill the eligibility criteria.
- (5) Eligibility of the candidates may be verified at any stage of the recruitment process.

7. Constitution of Selection Board

- (1) State Selection Board:-

- (a) state Selection Board shall be constituted by the Government consisting of the following officials, for recruitment of Constables in Odisha Industrial Security Force namely; or Inspector General of Police to be the Chairman of the Board,-
- (i) one Police Officer in the rank of Special Director General of Police or Additional Director General of Police or Inspector General of Police to be the Chairman of the Board;
 - (ii) one Officer in the rank of Inspector General of Police or Deputy Inspector General of Police who will act as a member; and
 - (iii) one Officer in the rank of Superintendent of Police or Commandant who will act as member convener.
- (b) the Chairman of the Board may give requisition for a representative from the S.T. and S.C. Development, Minorities and Backward Classes Welfare Department as special invitee to assist the Board as and when required;
- (c) the Chairman of the Board may give requisition for the services of Government Officials or private persons as agencies to assist the Board in the recruitment process;
- (d) the Board shall notify, control, supervise and direct the method and process of recruitment of Constables in Odisha Industrial Security Force Battalions; and
- (e) the DG. and I.G. of Police shall be vested with powers to supervise the functioning of the Board and Odisha Industrial Security Force Battalion Level Selection Board and provide guidance to both the Boards from time to time.

(2) Odisha Industrial Security Force Battalion Level Selection Board.- There shall be Board for each Battalion with the following members which will conduct the recruitment as per instructions of the Board ,namely,-

(a)	One officer in the rank of Commandant (to be nominated by D.G. & I.G. of Police)	Chairman
(b)	One Additional Superintendent of Police (to be nominated by D.G. & I.G. of Police)	Member
(c)	One Deputy Commandant or Assistant Commandant (to be nominated by D.G. & I.G. of Police)	Member
(d)	District Welfare Officer or his representative as special invitee.	Member

8. Advertisement of vacancies for recruitment and inviting of applications.-

- (1) The vacancies for recruitment of Constables in Odisha Industrial Security Force to be filled up in a year, shall be determined taking into account the existing vacancies and the anticipated vacancies in each Battalion of Odisha Industrial Security Force. The anticipated vacancies shall be limited to number of Constables in each Battalion of Odisha Industrial Security Force retiring within the year in which advertisement is issued.
- (2) The State Police Headquarters will collect the number of vacancies for recruitment and their category wise break up from Odisha Industrial Security Force and communicate the same to the Board.
- (3) The Board shall on receipt of vacancy position advertise and invite applications from eligible candidates for filling up the vacancies in the rank of Constable. The Board shall decide the modalities of inviting applications and other formalities. The Board may use latest technology and preferably adopt e-application or online application. The Board may preferably use an e-recruitment application software for entire process from application to generate the final merit list. Segregation of Eligible or Ineligible Candidates shall preferably be done electronically.
- (4) The last date for receipt of application form all over the State may be the same.
- (5) Candidature shall be cancelled, if in the opinion of the Board the candidate is not found eligible for consideration according to the eligibility criteria prescribed in this Order.

9. Recruitment Process: (1) The recruitment Process shall comprise of , -

- (a) written Examination;
 - (b) physical Measurement Test;
 - (c) physical Efficiency Test, and
 - (d) driving Test (Optional).
- (2) The Board will decide the time and venue of Written Examination or Physical Measurement Test or Physical Efficiency Test or Driving Test (Optional) and publish the same for the information of Candidates.
 - (3) CCTV technology may preferably be used to videograph various stages of recruitment and thereby maintain a backup record and also keep track of activities at various recruitment centers functioning across the state. Till

arrangements of CCTV are in place, video recording of recruitment process may be made.

- (4) Candidates may be issued with hall ticket or admit card as decided by the Board.

10. Written Examination .-

Allotted Marks-100 (One hundred marks), duration -120 (One hundred twenty) minutes :-

- (a) The candidates shall be required to appear at a written examination which shall consist of objective type multiple choice questions only. The examination shall be conducted in a transparent manner using OMR (Optical Mark Recognition) or OCR (Optical Character Recognition) sheet or Computer based written examination or any other objective modern method of assessment in vogue at the relevant point of time as decided by Board;
- (b) written examination shall consist of multiple-choice questions (MCQ). The questions in the written examination shall comprise of Odia language, English Language, Arithmetic, General Knowledge, Situational Awareness, Logical reasoning and Basic computer knowledge. The standard of the questions shall be such that a student who has passed High School Certificate Examination will be able to answer. Each Question shall be of 1 mark. There shall be negative marking of 0.25 marks for each wrong answer in written examination;
- (c) the medium of written examination shall be in English and Odia, except the questions in Odia language;
- (d) board shall fix the date, time and venues for holding written test;
- (e) the Candidates not appearing for written test shall be disqualified;
- (f) selection Board may decide the minimum qualifying marks in the written test for each category of candidates;
- (g) the Board shall prepare a Battalion wise list of candidates who have qualified in the written examination equal to 7 (Seven) times of category wise vacancies advertised in order of merit. However, all candidates securing the last cut off mark of their category will be included in the list, even though it may result in selecting slightly more than 7 (Seven) times of category wise vacancies. Such list shall be prepared in decreasing order of aggregate marks secured by the candidates in the written examination. Such candidates whose names appear in the list will be called for appearing in Physical Measurement Test and Physical Efficiency Test;
- (h) The Board shall inform the List of qualified Candidates for participation in the

Physical Measurement Test. Candidates disqualifying in Physical measurement Test or Physical Efficiency Tests will be indicated the reason of disqualification;

- (i) the candidates shall produce a self-certificate regarding their physical fitness declaring that they are fit to participate in different physical efficiency tests and submit it to the Recruiting Board while appearing for the Physical Test; and
- (j) the candidates shall appear the Physical Efficiency Test at their own risk. The Board shall not be held responsible for any loss or physical damage of the candidates during the Physical Efficiency Test or any time after, caused due to appearing Physical Efficiency Test.

11. Physical Measurement Test for all categories:(Qualifying only).-

- (a) the candidates must have the minimum physical standard of height, weight and chest as follows:-

CATEGORY	HEIGHT	WEIGHT	CHEST	
			UNEXPANDED	EXPANDED
(1)	(2)	(3)	(4)	(5)
Unreserved or SEBC (Men)	168 Cm	55 Kg	79 Cm	84 Cm
Unreserved or SEBC (Women)	158 Cm	47.5 Kg	-	-
Scheduled Caste or Scheduled Tribe (Men)	163 Cm	50 Kg	76 Cm	81 Cm
Scheduled Caste or Scheduled Tribe (Women)	153 Cm	45 Kg	-	-

- (b) There shall be minimum of 5cms difference between unexpanded and expanded Chest;
- (c) The height, weight and chest shall be measured to determine the eligibility; and
- (d) If the Candidate does not possess minimum prescribed physical standard i.e. height or weight or chest, as mentioned above, he or she will be disqualified and will not be allowed to appear in further recruitment process.

12. Physical Efficiency Test (PET) (Qualifying only) :-

- (1) only the candidates who have qualified in the Physical Measurement Test shall be allowed to participate in the Physical Efficiency Test;
- (2) the Physical Efficiency Test shall be qualifying in nature; and
- (3) the Physical Efficiency Test shall comprise of the following events, namely .-
 - (a) running for 1.6 Kilometers (For Male Candidates): Male Candidates who cover the distance of 1.6 Kms run in 6.00 minutes will be declared as Qualified; and

Male Candidates covering the distance of 1.6 Kilometers beyond 6.00 minutes will be declared as disqualified;

- (b) running for 1.6 Kilometers (For Female Candidates) .- Female Candidates who cover the distance of 1.6 Kms run in 8.30 minutes will be declared as Qualified; and

Female Candidates covering the distance of 1.6 Kilometers beyond 8.30 minutes will be declared as disqualified;

- (c) broad Jump: Qualifying length-4.00Meters (For Male Candidates)

If 4.00 meters is cleared in three(3) attempts will be declared as Qualified; and

If 4.00 meters is not cleared in three(3) attempts will be declared as Disqualified;

- (d) broad Jump: Qualifying length- 2.75Meters (For Female Candidates)

If 2.75meters is cleared in three (3) attempts will be declared as Qualified; and

If 2.75 meters is not cleared in three (3) attempts will be declared as Disqualified;

- (e) high Jump: Qualifying Height-1.38 Meters (For Male Candidates only)

If 1.38 meters height is cleared in three (3) attempts will be declared as Qualified; and

If 1.38 meters height is not cleared in three (3) attempts will be declared as disqualified.

Note: If a candidate fails to qualify in any of the above events, he or she shall be disqualified from the recruitment process.

13. Driving Test: Allotted Marks: 05 .-

- (1) All candidates who have claimed in their applications that they are proficient in driving and possess either Light or Heavy Vehicle Driving License for the last six months (excluding learning period) or more from the date of advertisement of vacancies and who have qualified in Written Examination, Physical Measurement Test and Physical Efficiency Test will be called for Driving Test.
- (2) The Driving test may be conducted only for those candidates, who claim in their applications that they are proficient in driving and possess either Light or Heavy Vehicle Driving license for the last Six Months (excluding learning period) or more from the date of advertisement of vacancies.

- (3) The Board will decide the modalities of conducting the driving test and may co-opt expert from Transport Department.
- (4) Those, who have the Light Vehicle Driving License and pass Light vehicle driving test, shall be awarded 03 (Three) marks and those, having Heavy Vehicle Driving License and pass Heavy vehicle driving test, shall be awarded 05 (Five) marks. Those appearing for the test and awarded the marks shall be deemed to have accepted the service condition that if called upon, they shall have to drive the Light or Heavy vehicle, as the case may be, as part of their normal duties and responsibilities. Driving test may not be conducted without verification of validity of the Vehicle Driving License and the date of its issue. Candidate must produce the Original Driving License, which must tally with the details given by him or her in the Application form.

14. Medical Examination:

- (1) a Medical Board shall comprise of two Doctors, one of the doctors who will head the Board shall be in the rank of SDMO or above. Medical test may be conducted at any stage of recruitment process as scheduled by the Board; and
- (2) the candidates must not have knock knee, bow legs, flat foot, varicose veins, squint in eyes, poor vision, color blindness, inability to flex the fingers properly and any other obvious deformities. He or she should have no impediment in speech and hearing.

15. National Cadet Corps Certificate.- National Cadet Corps Certificate.- 02 (Two) bonus marks will be awarded to the candidates for possessing one or more NCC certificate like “A” or “B” or “C”.

16. Select list.-

- (1) on completion of the recruitment test, the Board shall draw up a select list of the successful candidates in order of merit, category-wise for each Battalion separately as per the advertisement. The select list shall be prepared in order of aggregate marks secured by them in written examination, driving test and NCC equal to the number of vacancies advertised.
- (2) The select list shall be prepared in the format as decided by the Board.
- (3) The persons getting the higher aggregate marks shall be placed higher in the Select list.
- (4) If the aggregate marks obtained by two or more persons are equal, the person

older in age shall be placed above the other in the Select List.

- (5) In case the date of birth is also the same then the person having less negative marks in the written test will be placed above the other in the Select List.
- (6) In case the negative marks in the written test is also the same, the Board may decide any other criteria.
- (7) There shall be no reserve or waiting list.

17.Appointments.-

- (1) All the original documents, like those of High School Certificate, Caste Certificate, Sports Identity Card, NCC Certificate, Driving License, Ex-Servicemen etc. in respect of the candidates placed in the select list, shall be re-verified by the respective appointing authorities before the appointment orders are issued to individual candidates. Character and antecedents of selected candidates may be duly verified. Appointment pending verification of character and antecedents, if made, will be subject to satisfactory verification of character and antecedents.
- (2) The appointment letters shall be issued under the seal and signature of the appointing authority.
- (3) The persons appointed shall be on probation for a period of two years or till completion of Basic and Advance Course of Training of Constables whichever is later.
- (4) Terms and conditions of service and duties and responsibilities of the Constables shall be the same as assigned to them in the Odisha Industrial Security Force Act, 2012 (Odisha Act 7 of 2012), the rules or orders framed under this Act, Police Manual Rules and instructions of the Government issued from time to time.

18.Training.-

- (1) Directly appointed Constables shall undergo Constables Basic Course and Advance Course of Training at designated Training Centre as decided by the D.G. and I.G. of Police and the Duration, Pattern, syllabus of Basic and Advance course of Training of Constables shall be such as decided by the Director General and Inspector General of Police. Further, they will undergo training on Industrial Security in a designated training center.
- (2) During the training course, there will be an examination and those who fail in the examination, shall be given two chances to clear it without undergoing the training again. If he or she fails in two chances, then he or she shall be

discharged from the service.

- (3) The annual increments will not be allowed unless and until the aforesaid examination is passed by the appointed candidates.

19. *Inter Se* -Seniority:

- (1) The *inter se*-seniority of the candidates appointed as Constable in a Battalion of Odisha Industrial Security Force by way of direct recruitment as per these orders, during a particular recruitment year shall be determined in accordance with the aggregate marks obtained by each candidate in the recruitment test conducted by the Board and aggregate marks obtained by each candidate in the Basic and Advance Training Course examinations conducted by the Training Institute in the ratio of 1:2.
- (2) Those who pass the Examination in subsequent chance will be junior to the candidates who clear the examination in the first chance and will be placed below them in the final *inter se*-Seniority list. However, they will be placed above the subsequent batch recruits.

PART-B

PROMOTION

20. Promotion to Higher post in Service.-

- (1) The Posts of Havildar and ASI(Armed) in Odisha Industrial Security Force shall be a part of State Level Common Battalion Cadre of Odisha Police as per Odisha Battalion Service (Method of Recruitment and Conditions of Service of Sepoys or Constables, Havildars and ASI(Armed) Order, 2022. The State Level Common Battalion Cadre shall comprise of all OSAP Battalions or India Reserve Battalions or Specialised India Reserve Battalions or OSAP (Special Security) Battalions or Special Security Battalion under Police Commissionerate or Odisha Industrial Security Force Battalions and any other Battalions to be created by Government from time to time
- (2) Constables of Odisha Industrial Security Force Battalions shall be eligible for promotion to the rank of Havildar in terms of the Odisha Battalion Service (Method of Recruitment and Conditions of Service of Sepoys or Constables, Havildars and ASI(Armed) Order, 2022.

Provided that upto 15 (Fifteen) percentum of vacancies arising in the rank of Havildar in Odisha Industrial Security Force in each year shall be

filled up by the Women Constables of Odisha Industrial Security Force promoted to the rank of Havildar in terms of the Odisha Battalion Service (Method of Recruitment and Conditions of Service of Sepoys or Constables, Havildars and ASI(Armed) Order, 2022.

Provided further that Constables of Odisha Industrial Security Force promoted to the rank of Havildar shall preferably be posted in Odisha Industrial Security Force subject to the availability of vacancies.

- (3)** The post of ASI(Armed) in OISF shall be filled from the ASI(Armed) of the State Level Common Battalion Cadre as per Odisha Battalion Service (Method of Recruitment and Conditions of Service of Sepoys or Constables, Havildars and ASI(Armed) Order, 2022

Provided that upto 15 (Fifteen) percentum of vacancies arising in the rank of ASI(Armed) in Odisha Industrial Security Force in each year shall be filled up by the Women Havildars of common Battalion Cadre promoted to the rank of ASI(Armed) in terms of the Odisha Battalion Service (Method of Recruitment and Conditions of Service of Sepoys or Constables, Havildars and ASI(Armed) Order, 2022

21. Relaxation. - Where the Government on a reference made by the Director General and Inspector General of Police or otherwise, are satisfied that it is necessary or expedient so to do in the public interest, it may by order, for reasons to be recorded in writing, relax any of the provisions of these Orders in respect of any class or category of employees.

22. Interpretation. - If any question arises relating to the interpretation of these orders, it shall be referred to the Government in Home Department whose decision shall be final.

By Order of the Governor

SATYABRATA SAHU

Additional Chief Secretary to Government